



TOWN of FRAMINGHAM

WELCOME

SIGN BY-LAW

INFORMATIONAL

MEETING

Friday May 11, 2012

# SIGN BY-LAW

## AGENDA

- Introductions
- Sign By-law History
- Building Department's Role
- Sign By-law Compliance Date 12/1/12
- Questions, Answers & Discussion

# BUILDING DEPARTMENT STAFF

- Director
- Assistant Director – Michael A. Tusino
- Plans Examiner
- 2 Building Inspectors
- Plumbing Inspector
- Electrical Inspector
- 2 Code Enforcement Inspectors (1FT 1 PT)
- 1 Nuisance Inspector (PT)
- Assistant Sign Officer (PT) – Suellen Seta
- 2 Office Staff (1FT 1PT)

# CONTACT INFO

Framingham Building Department  
Memorial Building  
150 Concord Street – Room 203  
Framingham, MA 01702

508 532 5500

[sls@framinghamma.gov](mailto:sls@framinghamma.gov)

Suellen Seta

[mat@framinghamma.gov](mailto:mat@framinghamma.gov)

Michael Tusino

# SIGN BY-LAW HISTORY

- ✓ Sign By-law Committee formed in early 1990's.  
*Studied, Negotiated, & Drafted By-law.*
- ✓ Approved by Town Meeting in 1996.  
*Significant Element: 10 year sunset clause.*
- ✓  2006 Deadline was in doubt.  
*B.O.S. asked for clarity & time.*
- ✓ Sign By-law was changed, clarified and approved by Town Meeting.  
*Another significant element: 12/1/12 deadline.*

# SIGN BY-LAW HISTORY

## KEY POINTS

- ✓ On May 12, 2010 the Sign by-law was changed to make the Z.B.A. the appellate board instead of the Planning Board.
- ✓ Recommendations were solicited and taken from the Business Community, Town Officials, and the Metro West Chamber of Commerce.
- ✓ The original Sign By-law, the 2006 changes, and the 2010 change were approved by Town Meeting and the Commonwealth of Massachusetts Attorney General's Office.
- ✓ The Sign By-law has been in existence for 16 years, many businesses and individuals have complied since 1996.

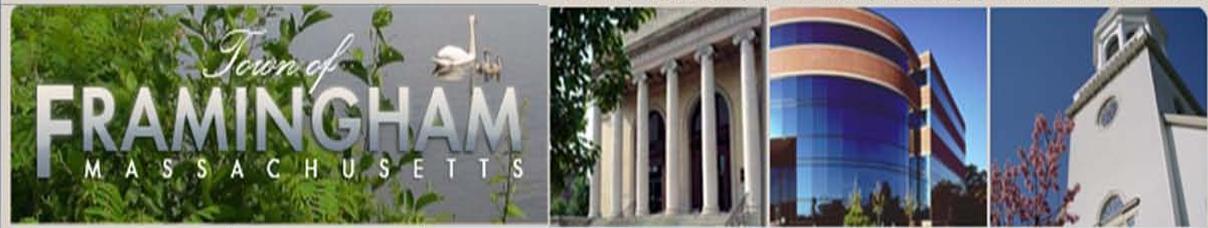
# BUILDING DEPARTMENT'S ROLE



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**Flags at Half-Staff**  
 Governor Patrick has ordered the American flags lowered to half-staff on Friday sunset in honor of SFC Donald Reis...

**TJX Press Release**  
 The Framingham Board of Selectmen is extremely pleased to announce that they have reached a tentative 20-year TIF agreement that would keep TJX corporate headquarters at 770 Cochituate Rd in Framingham. TJX Press Release...

**Boards, Committees, and Commissions Vacancies**  
 The Framingham Board of Selectmen would like to announce the following vacancies on various boards, committees, and commissions. Additional Info...

**April 24th, 2012 Annual Town Meeting**  
 The Warrant and background material for the April 24th Annual Town Meeting is now available online. Town Meeting Warrant Information

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### FRAMINGHAM NEWS

**Special Town Meeting - May 22, 2012**  
There will be a Special Town Meeting on Tuesday, May 22, 2012. The Warrant and background material are available online. [Info...](#)

**Cushing Memorial Park Open House**  
Open House on Saturday, May 12, 2012. [Info...](#)

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# WHY THE BUILDING DEPARTMENT ?

The Massachusetts State Building Code and the Town of Framingham Sign By-law list the Building Department as the approving authority and enforcement agency for all sign installations.

Building Code: **780 CMR 3107**

Town Sign By-law: **1.13.a**

# BUILDING DEPARTMENT PROCESS

1. Apply for Sign Permit
  - a. Completely fill out application.
  - b. Submit accurate drawings with dimensions.
  - c. Submit before and after photos of sign.
  - d. Pay Fee.
2. Assistant Sign Officer Review
  - a. Reviews application and plans for compliance.
  - b. Inspects site for compliance and accuracy.
  - c. Transmits application & plans to Assistant Director for final approval and permit issuance.

# BUILDING DEPARTMENT PROCESS

## 3. Final Inspection

- a. Sign installer/owner call for final inspection.
- b. Assistant Sign Officer inspects for compliance of approved plans and Sign By-law.
- c. Final approval is given.
- d. All documents with regard to the address remains in a permanent file with the Building Department.

# DENIED APPLICATIONS

Occasionally Sign Permit applications must be denied by the Building Department. In these cases the owner may apply for a variance to the Zoning Board of Appeals. The Z.B.A. is the appellate authority for hearing appeals and variances. To view the actual by-law on appeals see section 1.12 Appeal and Variance Processes.

# Z.B.A. Contact Info

Framingham Zoning Board of Appeals

Memorial Building

150 Concord Street – Room B-2

Framingham, Ma 01702

508 532 5456

# DECEMBER 2012



# December 1 ,2012

The Sign by-law requires that *ALL* signs be brought into compliance by this date, *unless* a modification or variance has been obtained.

This is the “Sunset” provision that was first included in the original 1996 by-law which required a 2006 compliance date and was later changed to 2012 with Town Meeting and State Attorney General approval.



# Hitting the Streets

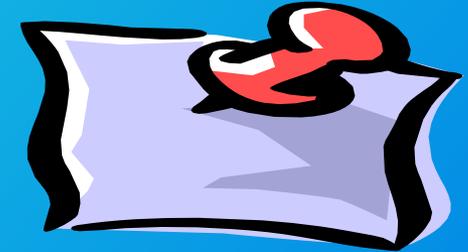


## What We Will be Looking for:

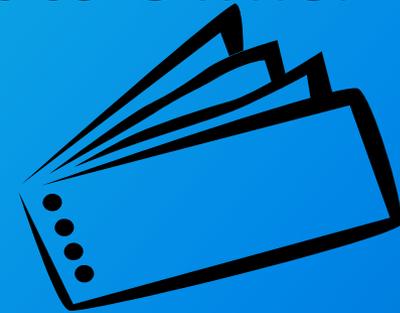
- ✓ Excessive and Oversized Wall Signage.
- ✓ Oversized Freestanding Signage.
- ✓ Excessive Window Signage.
- ✓ Off Premise Signs.
- ✓ Roof Signs.
- ✓ Illegal Banners.
- ✓ Un-permitted Signs.
- ✓ Any Type of Non-compliant Signage.

# What We *Have* To Do

- Written Warning sent to Owner.



- Written Violation with Fine sent to Owner per M.G.L. Ch. 40 Section 21D.



- Take Owner to Court.



THANK YOU FOR ATTENDING

Questions

Answers

Discussion